



Pinellas County

Staff Report

File #: 22-1118A, Version: 1

Subject:

Ranking of firms and agreements with the three highest ranked firms for requirements of direct hire staffing services.

Recommended Action:

Approval of the ranking of firms and execution of the agreements with the three highest ranked firms to provide for direct hire staffing services.

- 1.) 22nd Century Technologies, Inc. (22nd Century)
- 2.) Instant Serve, LLC (Instant Serve)
- 3.) LanceSoft, Inc. (LanceSoft)

- These agreements provide direct hire staffing services for vacant, hard to fill and executive level positions.
- Firms will locate and source candidates, on an as needed basis, outside of the County's applicant tracking system and existing pipeline by leveraging their own tools, resources, and referrals. Referred candidates must pass all pre-employment requirements and be hired for the County to pay the firm a commission/fee for the referral.
- Firms' commission, payable only in the event the candidate is hired, is based on the candidates first year of salary and is all-inclusive of sourcing, recruiting, travel, and related services.
- Twenty-eight firms submitted proposals; 22nd Century, Instant Serve, and LanceSoft were the three top ranked firms and are recommended for award.
- This is a new contract and has a term of five years with a total upset limit of \$3,981,250.00 combined for all three firms.
- Funding will be derived from each requisitioning department/agency when services are required.

Contract No. 22-0193-P(LN); in the not-to-exceed annual amount of \$796,250.00 for a five-year contract upset limit of \$3,981,250.00; Authorize the Chairman to sign and the Clerk of the Circuit Court to attest.

Strategic Plan:

Create a Quality Workforce in a Positive, Supportive Organization

1.1 Recruit, select, and retain the most diverse and talented workforce

1.4 Maintain a fair and competitive compensation package

Summary:

This new contract will provide direct hire staffing services for leadership, and hard-to-fill positions, by

sourcing and recruiting qualified candidates based on the knowledge, skills, and abilities defined by the specific job description. Primary positions may include, but is not limited to, engineers, information technology and executive leaders, on an as needed basis. Potential full-time candidates may be hired by the County pending reference and background checks by the County. Firms commission, payable only in the event the candidate is hired, is based on the candidates first year of salary and is all-inclusive of sourcing, recruiting, travel, and related services.

Background Information:

On February 3, 2022, the Purchasing and Risk Division, on behalf of Human Resources (HR), released a Request for Proposal (RFP) with the intent of selecting more than one firm to provide direct hire staffing services. Twenty-eight (28) responsive submittals were received. After evaluation, HR recommended award to the three (3) highest ranked firms.

Firms in rank order are attached on the ranking spreadsheet.

Fiscal Impact:

Estimated five (5) year expenditure not to exceed \$3,981,250.00 with an annual not-to-exceed amount of \$796,250.00.

Funding will be charged to each department or fund when the services are engaged.

Staff Member Responsible:

Kimberly Crum, Director, Human Resources

Merry Celeste, Division Director, Purchasing & Risk, Administrative Services

Joe Lauro, Director, Administrative Services

Partners:

N/A

Attachments:

Ranking Spreadsheet

Service Agreements (3)